

COUNCIL MEETINGS
City Hall
Council Chambers
1st and 3rd
Thursdays at
6:00 P.M.

Tom Phillips Mayor

Council Members: Eric Delker Tom Greteman Erika Isley Kyle Jackson Jaki Livingston

Marketa Oliver City Manager

Vacant Finance Director

Jodi Eddleman City Clerk

Dustin Huston Fire Chief

Greg Staples
Police Chief

Tim Hoskins Public Works Director

Nancy Kuehl Parks & Recreation Director

Wade Wagoner
Planning and
Economic
Development Director

Holly Sealine Library Director

Jim Dougherty City Attorney City Council Special Business Meeting Agenda Thursday, August 27, 2015, 5:30 p.m. Public Safety Building Training Room (1100 Chatham Avenue)

- 1. Call to order at 5:30 p.m.
- 2. Approval of agenda.

#### **ACTION ITEMS**

- 3. Consideration of a resolution approving development agreement with Norwalk Land Company, LLC.
- 4. Consideration of a resolution approving the request from Norwalk Land Company, LLC for the final plat of Norwalk Orchard View Plat 1.
- 5. Consideration of a resolution accepting improvements known as Norwalk Orchard View Plat 1.

#### **DISCUSSION/STUDY ITEMS**

- 6. Staffing Levels.
- 7. Engineering discussion.
- 8. Water project discussion.
- 9. Land Use Planning discussion (final platting, rezoning requests).
- 10. Other.
- 11. Tour of the Fire Department living quarters.
- 12. Adjournment.



# BUSINESS OF THE CITY COUNCIL AGENDA STATEMENT

Item No. <u>3</u> For Meeting of <u>8.27.2015</u>

ITEM TITLE: Consideration of a resolution approving a development agreement with Norwalk Land Company LLC

**CONTACT PERSON**: Wade Wagoner AICP LEED GA, Planning and Economic

**Development Director** 

#### **SUMMARY EXPLANATION:**

The city wishes to enter into a development agreement with Norwalk Land Company LLC who recently acquired the land from Orchard View LLC, formerly Happe Homes, to establish the details of the following:

- 1. Park and open space dedication;
- 2. Plat sequencing of future phases;
- 3. The fee for storm water connection;
- 4. The widening of Orchard Hills Drive from 28' to 31'; and
- 5. The connection of Orchard Hills Drive to Wright Road.

Part of this agreement addresses the construction of the connection to Wright Road. The developer would include the improvements in his contract (pending a final approval from the city) and construct the connection to Wright Road.

X_ResolutionO	ordinance Contract	Other (Specify)
Funding Source:		
APPROVED FOR SUBMITTAL <u>.</u>	Halda Nozallim City Manag	er

**STAFF RECOMMENDATION:** Approve Development Agreement on a roll call vote.

RESOL	LITI	$\bigcup M$	$M \cap$	
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# Resolution approving a Development Plan and Agreement for Norwalk Orchard View residential development

WHEREAS, the City of Norwalk, lowa is committed to providing a high quality environment and sound, efficient public infrastructure for its residents, visitors and businesses; and

WHEREAS, the Orchard View Residential Development PUD was previously approved by the City, and as a condition of the PUD, the developer at the time, Happe Homes LLC was required to enter into a Development Phasing Plan to insure all necessary infrastructure and road improvements are completed in an orderly fashion along with park dedication; and

WHEREAS, that requirement has been passed on to the current owner, Norwalk Land Company LLC; and

WHEREAS, a development phasing map, attached hereto as Exhibit A and incorporated herein, showing the required progression of development within the area and the sequence of development. The legal description of the development is attached hereto as Exhibit B; and

WHEREAS, the city has previously approved the first preliminary plat for the Orchard View residential development which represents Phase 1 in the phasing plan; and

WHEREAS, the completion of Orchard Hills Drive from its current location near West Pine Ave to Wright Road is a top council priority; and

WHEREAS, the new city park identified in the Orchard View Preliminary Plat will be a future desirable amenity to the neighborhood; and

WHEREAS, the city will need to undertake the respective statutory processes for approving the final plat for the property and other public infrastructure improvements in the future: and

WHEREAS, the city desires to convey to Norwalk Land Company LLC the intent to pursue these actions in order to facilitate progress through the adoption of this resolution.

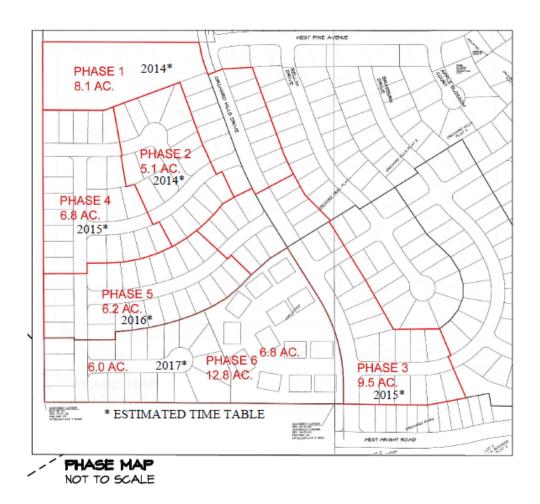
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, lowa, that the Norwalk Orchard View Development Agreement, attached hereto and made a part thereof, is hereby approved; and

BE IT FURTHER RESOLVED by the City Council of the City of Norwalk, Iowa, that the Mayor and City Clerk are hereby authorized to execute the agreement with the owners of Norwalk Land Company LLC and all necessary parties as determined by the City.

Passed and approved this 27th day of August, 2015.

				Tom Phillips,	Mayor
Attest:					
Allest.					
Jodi Eddleman, Ci	ty Clerk				
ROLL CALL VOTE:	Aye	Nay	Absent		
Delker					
Greteman					
Isley					
Jackson Livingston					
Livingston					

Exhibit "A"



#### LEGAL DESCRIPTION

THE NE I/4 OF THE SE I/4 OF SECTION 14, TOWNSHIP 77 NORTH, RANGE 25 WEST OF THE 5th P.M.; EXCEPT THOSE PORTIONS PLATTED AS ORCHARD HILLS PLAT I, ORCHARD HILLS PLAT 3, ORCHARD HILLS PLAT 4, ORCHARD TRAIL PLAT I, AND EXCEPT PARCEL F' RECORDED IN IRREGULAR PLAT BOOK 12, PAGE 6 OF 77-25, CITY OF NORWALK, WARREN COUNTY, IOWA.

AND

THE SE I/4 OF THE SE I/4 OF SECTION 14, TOWNSHIP 77 NORTH, RANGE 25 WEST OF THE 5th P.M.; EXCEPT THOSE PORTIONS PLATTED AS ORCHARD TRAIL PLAT I AND EXCEPT ORCHARD PARK.

AND

THE SM I/4 OF THE SM I/4 OF SECTION 13, TOWNSHIP 77 NORTH, RANGE 25 WEST OF THE 5th P.M., EXCEPT THOSE PORTIONS PLATTED AS ORCHARD TRAIL PLAT I, ORCHARD TRAIL PLAT 2, ORCHARD HILLS PLAT 2, ORCHARD HILLS PLAT 4, ORCHARD PARK AND EXCEPT ORCHARD RIDGE PLAT 6.

AND

PARCEL 'A' OF OUTLOT 'D' IN ORCHARD TRAIL PLAT I.

SAID PROPERTY CONTAINS 42.1157 ACRES MORE OR LESS.

#### Norwalk Orchard View Development Agreement

#### **Development Plan**

- Section 1. The Orchard View PUD requires a council approved Development Plan demonstrating the proposed sequencing of future development to ensure the timely completion of Orchard Hills Drive and other public improvements. Norwalk Land Company LLC (Developer )has previously submitted a Development Phasing Map, attached hereto and incorporated herein, showing the required progression of development within the area.
  - A. Park and open space dedication
    The new public park planned in Phase 1, along with the storm water detention on Phase 1, will be dedicated at the time the council approves the first final plat in the Norwalk Orchard View area.
  - B. Sequencing of future development phases
     The phase map outlines the ideal phasing sequencing for the Orchard View PUD.
     Final plats, based on the phasing map, must be approved in the following order.
    - 1) Phase 1
    - 2) Phase 2
    - 3) Phase 3
    - 4) Phase 4, 5 and 6 can develop in any order, as deemed appropriate by the developer.

All the Public Improvements in the Orchard View PUD must be received and accepted by the city in the proper phasing order before any future phase can be approved.

Section 2. The City of Norwalk agrees, to construct the identified storm water detention and associated facilities on Outlot Y in the preliminary plat and to improve the parkland suitable for future park usage (the extent of such improvements shall be at the sole discretion of the city). The city shall create a storm water connection district in the area to recoup its investment in the facilities and to spread the costs of such improvements to the developer, its successors and assigns, and all other properties utilizing the detention area. The parties to this agreement consent to the creation of such district. The extent, type or timing of such improvements shall be at the sole discretion of the city. The city shall have the right to cause the improvements to be constructed in accordance with such plans and specifications as it shall deem appropriate.

The parties to this agreement, their successors and assigns, hereby waive the following with regards to improvements, costs and creation of the district relating thereto:

- A. All legal formalities of whatsoever kind, or character, required by the laws of lowa to be observed by cities in the construction of said improvements, except for the need of any public hearings and the publication and required notice thereof; and
- B. Each and every question of jurisdiction; the intention of the property owners being to authorize and direct said city to construct the improvements without requiring any of the formalities or legal proceedings, except the public hearing; and

- C. Any limitation of the amount of said assessment as a percentage of valuation; and
- D. Any right to defer or postpone the payment of any such assessment; and
- E. Any other right except for the public hearing.
- Section 3. Developer agrees to pay their proportionate share of the future Storm Water Connection Fee District. The city is estimating a maximum fee of \$3,000 per acre that drains into the detention area. If the actual construction cost is less than estimated, the city will refund the balance to the developer. Developer agrees to deposit \$3,000 per acre as part of the final plat approval process. It has been determined that Norwalk Orchard View Plat 1 contains 1.94 acres that drain to the detention pond and Plat 2 contains 3.94 acres, thus an estimated fee of \$5,820 will be deposited for Plat 1 and \$11,820 for Plat 2. The city shall not require the detention pond to be constructed prior to filing of any final plat on Norwalk Orchard View. Note that Plat 3 does not drain any acreage to subject detention pond.
- Section 4. In recognition of the city's desire to see Orchard Hills Drive completed as soon as possible and to allow for improved traffic flow generated by the McAninch Sport Complex, the developer agrees to incorporate a wider than normal, thirty-one (31) feet, residential street for Orchard Hills Drive. A standard residential road is twenty-eight (28) feet. The city agrees to reimburse all costs related to this extra 3.0' of paving. The developer estimates Plat 1 to be approximately \$7,500 and Plat 3 approximately \$14,000, if the work is completed in 2015.

As a method of reimbursement to the developer, the city agrees to credit fees described in Section 3 above toward any amount owed by the city for reimbursement of paving costs.

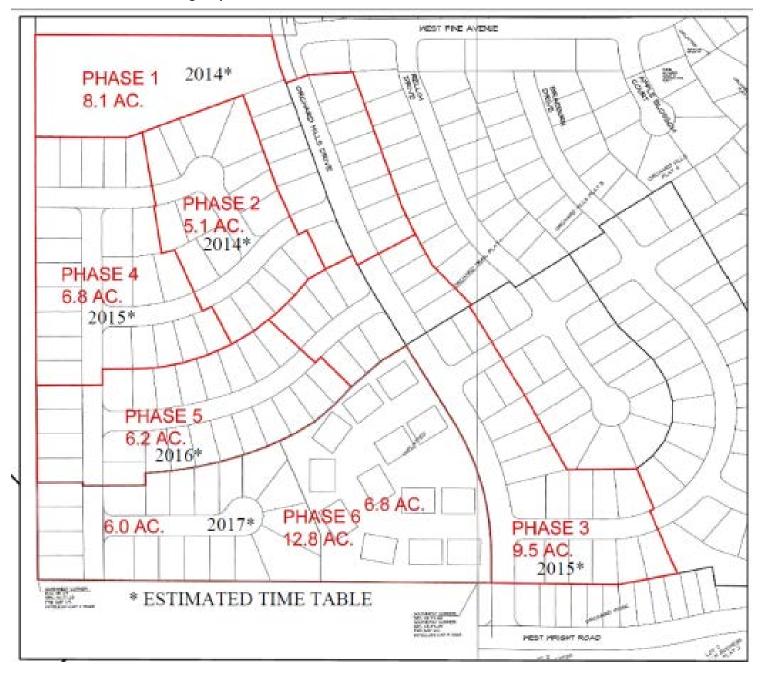
- Section 5. The City further agrees to complete and/or fund the intersection improvements for the portion of Wright Road and Orchard Hills Drive located on city owned property in order to complete the connection of Wright Road to Orchard Hills Drive. The city has requested that the developer include these improvements as part of the Norwalk Orchard View Plat 3 paving project, and Developer has agreed. The developer's engineer will design the improvements. The city will reimburse the developer for all costs associated with this extension, including design and review fees. The developer will proceed with construction only after approval from the city of estimated costs.
- Section 6. The City hereby agrees to use their best efforts to comply with statute requirements of the Code of lowa necessary to carry out the infrastructure improvements. The council acknowledges and declares that the city's commitments set forth in this resolution are only a present statement of intent and that the council must exercise its ordinary discretion in the completion of the statutory processes referenced herein. The city will not be held liable in the event that the council, through the exercise of its ordinary discretion, declines to approve any of the contemplated future actions outlined herein.

- Section 7. Engineers have estimated that the developer's property has approximately 15.32 acres draining to the detention pond and included in the future connection fee district. The developer will thus be responsible for a maximum of \$45,960 in costs associated with construction of the storm water detention pond. Fees which will be collected as development progresses on a per acres basis pursuant to the connection fee district.
- Section 8. All parties executing this agreement agree to be bound by the terms hereof. The terms herein are binding upon all the parties successors and assigns and shall be a covenant running with the land.

The city and the developer have caused this Development Agreement to be signed in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

	CITY OF NORWALK, IOW	'A
	By: Mayor Tom Philli <sub>l</sub>	Date: ps
ATTEST:		
Jodi Eddleman, City Clerk		
James Campney, Norwalk L	and Company LLC	
STATE OF IOWA,		
This instrument was acknowl , N	edged before me on Nember/ Manager, of Norwalk La	, by and Company LLC.
Notary Public		

### **Orchard View Phasing Map**





## BUSINESS OF THE CITY COUNCIL AGENDA STATEMENT

Item No. <u>4</u> For Meeting of <u>8.20.2015</u>

ITEM TITLE: Consideration of a resolution approving the Norwalk Land Company LLC (formerly Orchard View LLC and formerly Happe Homes, LLP) request for the final flat of Norwalk Orchard View Plat 1

**CONTACT PERSON**: Luke Parris, City Planner

#### **SUMMARY EXPLANATION:**

Civil Engineering Consultants, Inc., representing Norwalk Land Company LLC, has submitted the Norwalk Orchard View Plat 1 final plat in accordance with the Orchard View Planned Unit Development (PUD) and Orchard Hills PUD. This plat includes 14 single family lots, an outlot for a future city park/storm water detention/retention facility, and an outlot for the remaining portion of the Orchard View development. The detention/retention facility is currently under design and money is budgeted in the FY 17 capital plan for park equipment.

**STAFF COMMENT:** Staff has reviewed the attached final plat and finds that it meets the provisions contained within the preliminary plat, the Orchard View PUD, the Orchard Hills PUD, the City of Norwalk Zoning Ordinance, and the City of Norwalk Subdivision Regulations.

Acceptance of the construction of public improvements for the Norwalk Orchard View Plat 1 is also on the agenda for this council meeting. The public improvements must be accepted by the city or a bond provided for the cost of completion prior to the city releasing the final plat for recording. Additionally, all legal documentation and easements must be provided to the city for review prior to releasing the final plat for recording.

X Resolution Ordin	ance Contract Other (Specify)
Funding Source: <u>N/A</u>	
Approved for Submittal	Hakta Kong Oliva
	Marketa Oliver, City Manager

#### PLANNING AND ZONING COMMISSION RECOMMENDATION:

The Commission recommends approval of the Norwalk Orchard View Plat 1 final plat with the following condition(s):

- That the applicant provides all supporting documentation required within the Norwalk Subdivision Regulations.
- That any significant modifications to the final plat be reviewed and approved by the Planning & Zoning Commission and City Council.

#### ATTACHMENTS:

Attachment "A" - Norwalk Orchard View Plat 1 - Final Plat

Attachment "B" - Vicinity Map - Norwalk Orchard View Plat 1

Attachment "C" - Orchard Subdivision Map

Attachment "D" - Orchard Subdivision Timeline

DECOL	LITIONI	N.I.O.	
RESC)	.UTION	NO.	

### Resolution approving the Norwalk Orchard View Plat 1 - Final Plat

WHEREAS, the Planning & Zoning Commission reviewed this request at their regular meeting on July 13, 2015 and recommends approval of the final plat; and,

WHEREAS, that upon final approval of the final plat, the developer adheres to all provisions detailed in the Norwalk Subdivision Regulations and Norwalk Municipal Code of Ordinances; and,

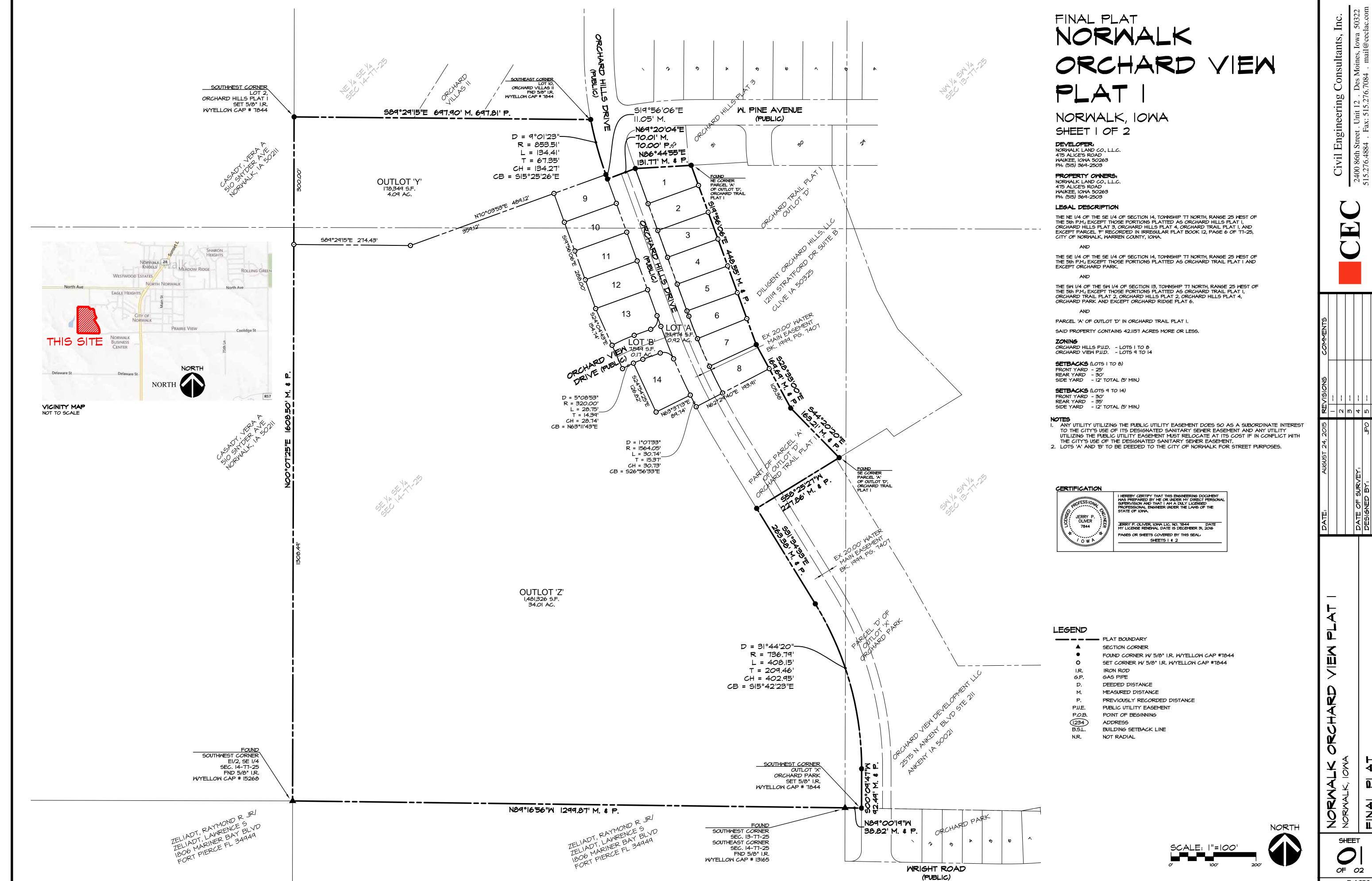
WHEREAS, that any significant modifications to the final plat be reviewed and approved by the Planning & Zoning Commission and City Council; and,

WHEREAS, the Planning and Economic Development Director, or his designee, is authorized to stamp, sign, and release the final plat if all conditions of the City Subdivision Ordinance are met.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, lowa, that the final plat for the Norwalk Orchard View Plat 1 as described and shown in Attachment "A" attached hereto and made a part thereof by reference is hereby approved.

Passed and approved this 27th day of August, 2015.

ATTEST:				Tom Phillips, Mayor	
Jodi Eddleman, Cit	ty Clerk				
ROLL CALL VOTE:	<u>Aye</u>	Nay	<u>Absent</u>		
Delker					
Greteman Isley					
Jackson Livingston					



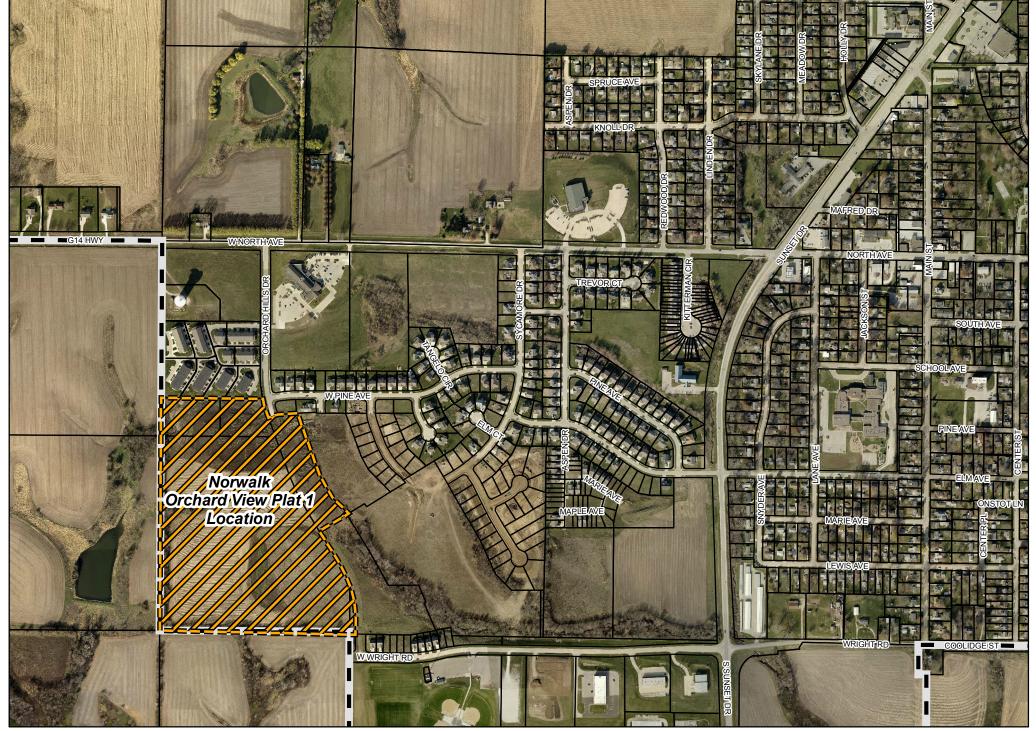
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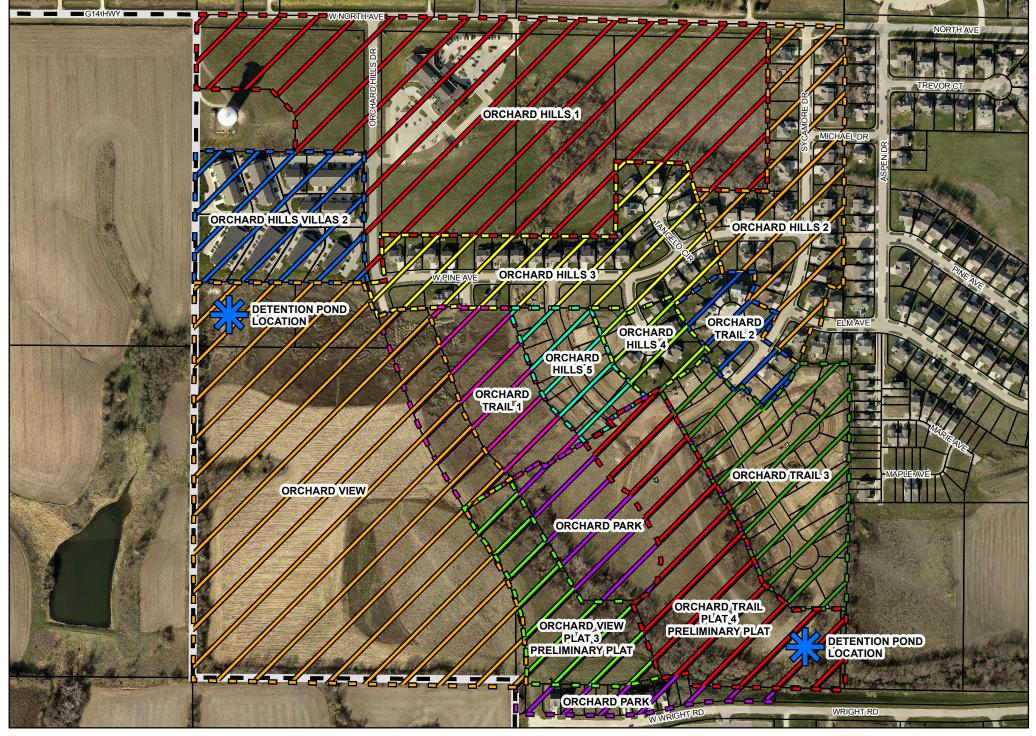
Civil Engineering Consultants, Inc. 2400 86th Street. Unit 12. Des Moines, Iowa 50322 515.276.4884. Fax: 515.276.7084. mail@ceclac.con

E-6929





N Feet
0 300 600 1,200
Print Date: 8/12/2015





N Feet
0 175 350 700
Print Date: 8/17/2015

	Prelin	n Plat	F	inal Plat	Public	Imp	Site	Plan	Notes	Applicant
	Date	Res#	Date	Res#	Date	Res#	Date	Res#		
Orchard Hills 1										Collective Investment
city action	05/06/2004		06/16/2005	0616-05-22	08/18/2005	0818-05-37	n/a	n/a		Management LTD
county action	n/a	n/a			n/a	n/a	n/a	n/a		Wanagement 210
Orchard Hills 2										
city action		0701-04-34	06/16/2005	0616-05-23	07/07/2005	0707-05-26	n/a	n/a		Orchard Hills Development, Inc
county action	n/a	n/a			n/a	n/a	n/a	n/a		
Orchard Hills 3										
city action	04/07/2005	0407-05-10	07/06/2006	0706-06-31			n/a	n/a		Norwalk Orchard Hills, Inc.
county action	n/a	n/a			n/a	n/a	n/a	n/a		
Orchard Hills 4										
city action	07/05/2007		10/18/2007	1018-30-07			n/a	n/a		Orchard Hills Development, Inc
county action	n/a	n/a	11/02/2007	Bk 2007 Pg 10691	n/a	n/a	n/a	n/a		
Orchard Hills 5										
city action		1206-12-69	12/06/2012	1206-12-69	12/06/2012	1206-12-71	n/a	n/a		Tonto Holdings, LLC
county action	n/a	n/a			n/a	n/a	n/a	n/a		
Orchard Hills Villas II										
city action			04/20/2006	0420-06-17			10/20/2005	1020-05-55		
county action	n/a	n/a			n/a	n/a				
Orchard Park										
city action	11/16/2006		08/02/2007	0802-07-18			n/a	n/a		Norwalk Orchard Hills, Inc.
county action	n/a	n/a	08/16/2007	Bk 2007 Pg 8183	n/a	n/a	n/a	n/a		
Orchard Trail 1										
city action	02/16/2006		02/16/2006	0216-06-01			n/a	n/a		
county action	n/a	n/a					n/a	n/a		
Orchard Trail 2										
city action	03/16/2006	0316-06-08	10/18/2007	1018-28-07			n/a	n/a		Orchard Hills Development, Inc
county action	n/a	n/a	11/02/2007	Bk 2007 Pg 10694	n/a	n/a	n/a	n/a		
Orchard Trail 3									Preliminary platted 3 & 4	
city action	05/17/2012	0607-12-37	12/06/2012	1206-12-68	12/06/2012	1206-12-70	n/a	n/a		Diligent Development
county action	n/a	n/a	12/10/2012	Bk 2012 Pg 11143	n/a	n/a	n/a	n/a	together	
Orchard Trail 4									Draliminant platted 2.9.4	
city action	05/17/2012	0607-12-37					n/a	n/a	Preliminary platted 3 & 4	Diligent Orchard Hills LLC
county action	n/a	n/a			n/a	n/a	n/a	n/a	together	
Orchard View (prelimin	ary plat - cove	ering entire O	rchard View a	irea)						
city action	01/16/2014	0116-14-06					n/a	n/a		Orchard View LLC
county action	n/a	n/a			n/a	n/a	n/a	n/a		
Orchard View 2									Will eventually be developed	
	1								but has not been submitted	
city action									yet.	
county action	1								,	
Orchard View 3										
city action	08/06/2015						n/a	n/a		Norwalk Land Co., LLC
county action	n/a	n/a			n/a	n/a	n/a	n/a		
Orchard View 4		,			,	,		,	Will eventually be developed	
city action	1								but has not been submitted	
county action									yet.	
Orchard View 5									Will eventually be developed	
city action	1								but has not been submitted	
county action									yet.	
Orchard View 6									Will eventually be developed	
city action									but has not been submitted yet.	
	1					1			,	
county action										



# BUSINESS OF THE CITY COUNCIL AGENDA STATEMENT

Item No. <u>5</u> For Meeting of <u>8.27.2015</u>

**ITEM TITLE**: Resolution for consideration accepting public infrastructure for the subdivision of the Norwalk Orchard View Plat 1

**CONTACT PERSON**: Tim Hoskins, Public Works Director

#### SUMMARY EXPLANATION:

Norwalk Orchard View Plat 1 contains 14 lots that will be accessed from Orchard Hills Drive just south of Pine Avenue. The developer's engineer has submitted documentation that the improvements have been installed in accordance with the plans and specifications. The contractors have provided the necessary bonds. With the acceptance of these improvements the 4 year maintenance bond will start. The developer Norwalk Land Company LLC (formerly Orchard View LLC, formerly Happe Homes LLP) is now asking the city to accept the following improvements:

#### STREETS

- 800' of 31' wide concrete
- 150' of 28' wide concrete
- 2 temporary cul-de-sacs

#### **SANITARY SEWER**

- 868' of 8" sanitary sewer main
- 5 access structures

#### STORM SEWER

- 546' of 15" storm sewer main
- 298' of 8" pvc
- 3 access structures
- 4 intake structures

#### **WATER**

- 196' of 8" water main
- 4 valves
- 2 fire hydrants

Resolution Ordinance Contract Other (Specify)	
Funding Source: N/A	
APPROVED FOR SUBMITTAL  Marketa Oliver, City Manager	

**STAFF RECOMMENDATION:** Adopt resolution by roll call vote.

RESOLUTION NO.	
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### Resolution accepting improvements known as Norwalk Orchard View Plat 1

WHEREAS, the owner and developer, Norwalk Land Company LLC, contracted with Civil Engineering Consultants, Inc. to prepare construction plans and specifications for Norwalk Orchard View Plat 1; and

WHEREAS, Civil Engineering Consultants, Inc. inspected the installation of the site grading and sub-grade preparation, sanitary sewer, streets, storm water, and water mains; and

WHEREAS, Civil Engineering Consultants, Inc. has submitted a letter stating that the work of constructing the site grading, sanitary sewer, storm water, streets, and water mains has been completed and substantially complies with the terms, conditions, and stipulations of the plans and specifications; and

WHEREAS, Norwalk Land Company LLC desires to dedicate the sanitary sewer, storm water, streets, and water main improvements to the City of Norwalk as public improvement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, lowa, that said public improvements be formally accepted and approved at this time.

Passed and approved this 27th day of August, 2015.

ATTEST:			Tom Phillips, Mayor
Jodi Eddleman, City Clerk			
ROLL CALL VOTE: Delker	<u>Aye</u>	Nay	<u>Absent</u>
Greteman Isley			
Jackson Livingston			